

Sundance HOA Design Review Request

Please submit this form for *all exterior improvements and changes, including landscaping*, as these must be approved by Sundance Homeowners Association. This is a requirement of the [Declaration of Covenants](#) and [Design Guidelines](#). Please refer to these documents before submitting this form.

If you have any questions about the form or about the review process, please contact HOA President, K.J. McCorry at kj-m@comcast.net or 303-440-4605.

Homeowner Contact information

Homeowner Name _____

Property Address _____

Email Address _____

Phone Number _____

Design Request

When filling out the description of the project please include as much specific information as possible. Be sure to include:

- Size/Measurements
- Location
- Materials to be Used
- Color
- Designs, drawings or photos
- Bids or specs on the project

It is each homeowner's responsibility to obtain [building permits](#) as required by the City of Boulder before beginning work.

*NOTE: Our Sundance subdivision is Planned Urban Development (PUD). This PUD was an agreement in 1985 between the City of Boulder and the developer in restrictions of use with our particular community. In our PUD there is a requirement of 12% of open space ratio to structures. This includes not only our common areas but our house lots as well. At this time, based on previous permits, our open space ratio is now less than 12% and therefore it is highly unlikely that any additional structures will be permitted in our community. Homeowners are certainly welcome to contact the City of Boulder and obtain a permit as well as a minor modification request. **Home improvements that entail a structure being built such as sheds, decks, pergolas, patios, house additions, and playgrounds will only be accepted if the City of Boulder permitting and minor modification request has been approved.***

Please describe your improvements:

-

What is the expected date of completion? _____

Does this project require a City of Boulder permit? _____

I understand that I must receive approval of the Association in order to proceed. I understand that Association approval does not constitute approval from the City of Boulder and that I may be required to obtain the applicable City/County permit(s). I understand that my improvements must be completed per specifications or approval is withdrawn. I understand that I must maintain proper slope and drainage patterns regardless of overall changes made. I agree to complete improvements within 6 months after receiving approval.

Homeowner Signature

Date

Please return this completed form along with any other attachments to

HOA President, K.J. McCorry at kj-m@comcast.net or 303-440-4605.

FOR INTERNAL USE

Date request was received _____

Approval and Notification Sent to Homeowner _____

Approved as Submitted and Date of Approval _____

Conditional Approval _____

Approved with the following requirements _____

Disapproved for the following reasons _____